DO YOUR RENT YOUR PROPERTY?



ELECTRIC INFORMATION

<u>ATTACHED</u> IS EXHIBIT B TO GENERAL APPLICATION FOR ELECTRIC SERVICE – LESSEE THAT ALL RENTERS ARE REQUIRED TO COMPLETE.

PLEASE KNOW THE FOLLOWING:

- 1. IF YOUR TENNANT DOES NOT COME IN TO THE ADMINISTRATIVE OFFICE TO SET UP AN ACCOUNT, WE WILL NOT PUT THE ACCOUNT IN THEIR NAME.
- 2. THE ACCOUNT WILL BEGIN ON THE DATE THAT THE TENNANT COMES IN TO FILL OUT THE APPLICATION FOR ELECTRIC SERVICE.
- 3. IF THE TENNANT HAS OCCUPIED YOUR RESIDENCE PRIOR TO COMING IN, YOU WILL NEED TO WORK THAT PORTION OF THE BILL OUT WITH YOUR TENNANT.
- 4. WE ARE NOT LEGALLY PERMITTED TO DISCUSS YOUR TENNANTS ELECTRIC BILL, SINCE IT IS NOT IN YOUR NAME.

SEWER AND WATER INFORMATION

IF YOU ARE INTERESTED IN HAVING YOUR TENNANT PAY YOUR SEWER AND WATER BILL, PLEASE READ THOROUGHLY THE ATTACHED AUTHORIZATION FORM.

- 1. THE SEWER AND WATER BILL WILL NOT GO INTO THE TENNANTS NAME UNTIL THE CURRENT BALANCE IS PAID IN FULL.
- 2. THE DATE THAT YOU SIGN THE AUTHORIZATION FORM WILL BE THE START DATE.
- 3. SHOULD YOUR TENNANT LEAVE YOUR RESIDENCE ALONG WITH A BALANCE OWED, YOU ARE RESPONSIBLE TO PAY FOR THAT BALANCE.